



State of Louisiana
DIVISION OF ADMINISTRATION
OFFICE OF RISK MANAGEMENT

KATHLEEN BABINEAUX BLANCO
GOVERNOR

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COMMISSIONER OF ADMINISTRATION

January 3, 2006

INSURANCE INFORMATION NOTICE 2006-6


TOTAL LOSS VEHICLES RESULTING FROM HURRICANE KATRINA

To receive a Salvage Title and Certificate of Destruction, the state agency must submit the "original" title, vehicle registration, copy of the proof of loss and the license plate to the Office of Motor Vehicles (OMV). The agency must forward the original Certificate of Destruction and Salvage Title to the Office of Risk Management (ORM) and advise us of the exact location of the vehicle. ORM will make the necessary arrangements for the pickup and disposal of the state vehicle. No vehicle will be disposed of until we have received all of the required information listed above. Any questions regarding salvage titles should be directed to OMV at (225) 925-6361.

ORM will forward copies of documents sent to us by the state agency to the Louisiana Property Assistance Agency (LPAA). In order for the vehicle(s) to be removed from the State of Louisiana Property Management Inventory (Protege), agencies must process a Disposal Transfer, located in the Asset Management System, for "scrap". The "remarks" area on the transfer document must indicate the physical address where the property was located. If you have any questions regarding the Disposal Transfer in the Asset Management System, please contact LPAA at (225) 342-6853.

Any questions regarding losses to state vehicles should be directed to Al Jenkins, Transportation Claims Supervisor, by one of the following means: Phone: (225) 342-8446; Fax: (225) 342-4470 or Email: al.jenkins@la.gov.

JST/mp



J. S. Thompson, Jr.
State Risk Director